

# **Division 3 Staff Meeting April 2005**

## **SAFETY & HEALTH**



**Kathy Stephens**

**Bill Stephenson**

# **TOPICS**

**CERTIFICATES: FLEET SAFETY INSTRUCTORS**

**HAND OUT: HOT WEATHER INJURIES**

**REVIEW/UPDATE**

**DIVISION 3 SAFETY PLAN**

**INJURY & ACCIDENT INVESTIGATIONS**

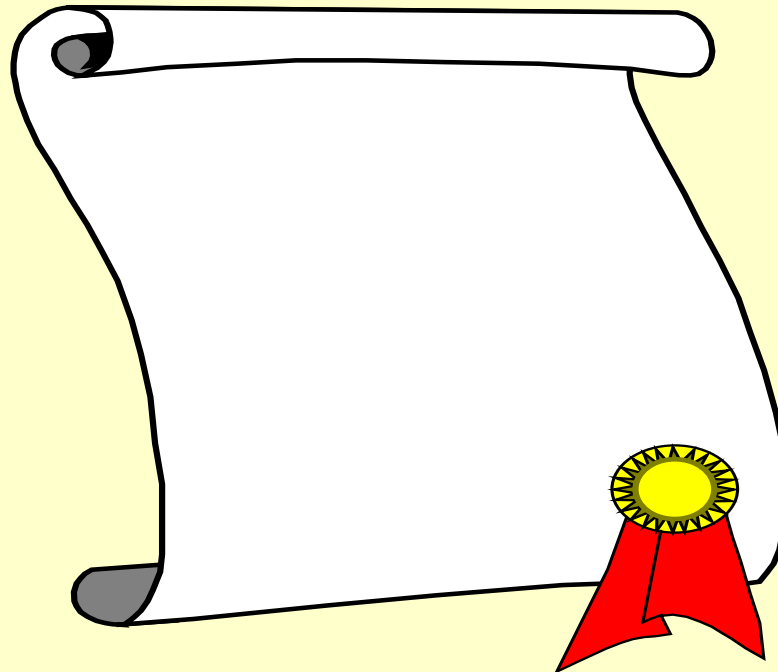
**CHALLENGE: MAY 0/0**

**CONCLUSION**

# **FLEET SAFETY INSTRUCTORS**

SHANNON BAYLOR

DONNA BOYD



# **SAFETY MEETING SUBJECT**

## **HOT WEATHER INJURIES**

HEAT EXHAUSTION

HEAT STROKE

# REVIEW & UPDATES

1. Oxygen & Acetylene Storage Carts
  - a) 24 hours
2. Spill Response Training Materials
3. MSDS call in numbers
  - a) Non-emergency (760) 918-4070
4. Workplace Safety Manuals (Blue Books)
  - a) [www.doh.dot.state.nc.us/safety/wsm.pdf](http://www.doh.dot.state.nc.us/safety/wsm.pdf)

## **DIVISION 3: SAFETY PLAN 2005**

### **MEDICAL REQUIREMENTS**

<b>Audiometric Testing</b>	<b>Hearing Conservation Program Employees</b>
<b>Blood Lead Levels</b>	<b>Bridge Maintenance</b>
<b>Respirator Medical Approval</b>	<b>Bridge Maintenance</b>
<b>Hep. B Vaccinations, post exposure</b>	<b>First Aid Providers</b>

### **WRITTEN PROGRAMS**

<b>Respiratory &amp; Lead Programs</b>	<b>Semi Annual Review: March &amp; September</b>
<b>LO/TO Procedures</b>	<b>Annual Review: Equipment Shops: June</b>
<b>Exposure Control Plan (BBP)</b>	<b>Annual Review: June &amp; Distribute</b>
<b>Confined Space Program</b>	<b>Update &amp; Distribute: June</b>

### **INDUSTRIAL HYGIENE SAMPLING**

<b>Lead Sampling</b>	<b>Bridge Maintenance: each lead project</b>
<b>Noise Surveys</b>	<b>July</b>

### **ROADEOS**

<b>Division Truck Rodeo</b>	<b>May 17<sup>th</sup> – 20<sup>th</sup>, 2005</b>
<b>State Truck Rodeo</b>	<b>16 November 2005</b>

### **REVIEW AND REDUCE ACCIDENTS & INJURIES**

<b>Track Accident &amp; Injury Trends</b>	<b>Publish Safety Bulletin Bi-Monthly</b>
<b>#1 NCDOT Equipment Accident Trend</b>	<b>Target reduction of Backing Accidents</b>
<b>#1 NCDOT Personal Injury Trend</b>	<b>Target reduction of Sprains, Strains &amp; Back Injuries</b>
<b>Safety Sub Committee: Identify Trends</b>	<b>Implement Pilot Policy at 1 Unit</b>
<b>Follow Up on Pilot Policy</b>	<b>3 month review of Pilot Policy</b>
<b>Increase Work Site &amp; Facility Audits</b>	<b>Improve Facility Audit Worksheet</b>

### **MISCELLANEOUS**

<b>Lehigh Shoe Van</b>	<b>Bi-Annual ( March, October)</b>
<b>Wellness Committee</b>	<b>August 10<sup>th</sup> – Traffic Services (Anne E.)</b>
<b>Update Safety Video Library</b>	<b>Publish list &amp; Make Available to Units</b>
<b>By 2007 change Safety Library to DVD</b>	<b>Update Equipment at Units for DVD</b>
<b>Buy Noise Level Meter</b>	<b>July 2005</b>
<b>Buy Multi-Gas Meters for Confined Space</b>	<b>July 2005</b>
<b>TIER II Reporting</b>	<b>Due March 1<sup>st</sup> 2005</b>
<b>Waste Pick Up</b>	<b>Submitted to Shamrock 2/3</b>
<b>Professional Development:</b>	<b>Safety Officer/Safety Consultant</b>

### **TRAINING SCHEDULE**

<b>Planned Training Schedule for 2005</b>	<b>See back page</b>
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### **REVIEW SAFETY PLAN**

<b>December: Review 2005 Safety Plan</b>	<b>Prepare 2006 Safety Plan December 2005</b>
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## DIVISION 3'S SAFETY TRAINING PLAN 2005

MONTH	FORMAL TRAINING COURSES & Course #	SAFETY MEETING TRAINING or Topic	RECORD KEEPING
<b>JANUARY</b> 25th&26th 25th&26th 3, 18, 31 21st	300 Log Record Keeping Workers Comp Records Safety Orientation SAF-012 Fork Lift Training SAF-240/2	Two Strap Dust Masks: <b>SAF-472, Review Appendix</b> D of the 1910.134 Standard and the Manufacture's Directions & Limitations of the Dust Masks	Review OSHA 300 LOGS Sign OSHA 300 LOGS Submit copy to Div. Monthly Fire Ext. Inspect
<b>FEBRUARY</b> 2nd 3,4,16 & 18 14, 28 18th	Spill Response Trainers SAF-318 First AID/CPR/BBP SAF-120/530 Safety Orientation SAF-012 Air Sampling/Lead	Poison Ivy Lowering Dump Truck Tail Gates	Post 300 Logs 2/1 -4/30 Monthly Fire Ext. Inspect
<b>MARCH</b> Rainy Day 14-16 14th & 28th 3,4,16,17,20	Spill Response at Unit SAF-318 Maintenance Conference Safety Orientation SAF-012 First AID/CPR/BBP SAF-120/530	Ladders & Scaffolds <b>SAF-157, Use JJ Keller</b> Training Mat'l, show video and review Overhead Slides	Monthly Fire Ext. Inspect Review Lead & Resp. Program/SE Review BBP Program
<b>APRIL</b> 6,8,13,15,21, & 22nd 27 <sup>th</sup> & 28th 27 <sup>th</sup> & 28th 11th&25th	Excavation & Trenching SAF-250 Competent Person Supervisors Safety SAF-010 Workers Comp for Supv. Safety Orientation SAF-012	Excavation Refresher <b>SAF-250</b> Mat'l's to be provided by Div safety	Monthly Fire Ext. Inspect Review LO/TO Procedures Update Confined Space Program & Equipment
<b>MAY</b> 9th & 23rd TBA 3rd & 4th 5th & 10th 11th & 12th	Safety Orientation SAF-012 Fall Protection SAF-403 Basic Work Zone Safety SAF-500 Intermediate WZ Safety SAF-505 Advanced WZ Safety SAF-510	<b>Topic: Work Zones,</b> <b>Flaggers</b> & Reflective Vests <b>Training BBP SAF-530</b> for all First Aid Providers Mat'l's to be provided by Div safety	Monthly Fire Ext. Inspect Take down OSHA300 log
<b>JUNE</b> TBA 6th & 20th TBA	Confined Space Entry SAF-275/6 Safety Orientation SAF-012 Hearing Conservation SAF-245	Heat Stress Heat Exhaustion	Monthly Fire Ext. Inspect Audiometric Tests
<b>JULY</b> 5th & 18th 12th am, pm 13th-14th	Safety Orientation SAF-012 Flagger Training SAF-238 Flagger Instructor SAF-239	Swift Water Rescue Fall Protection	Monthly Fire Ext. Inspect
<b>AUGUST</b> 1st, 15, 29th	Safety Orientation SAF-012	PPE, Safety Glasses Hearing Protection,	Monthly Fire Ext. Inspect
<b>SEPTEMBER</b> 12th & 26th	Safety Orientation SAF-012	Chain Saw Safety & PPE Hurricane Safety	Monthly Fire Ext. Inspect
<b>OCTOBER</b> 10th & 24th	Safety Orientation SAF-012	Hazard Communication <b>SAF-130</b>	Monthly Fire Ext. Inspect
<b>NOVEMBER</b> 7th & 21st	Safety Orientation SAF-012	Fire Extinguishers SAF-160 Show video from Safety	Annual Fire Ext. Inspect
<b>DECEMBER</b> 5th & 19th 6th & 8th 6th & 8th	Safety Orientation SAF-012 Lead Program BRG-351 Respirators SAF-106	Snow, Ice & Sleet Cold Weather Safety Review SOPs	Monthly Fire Ext. Inspect

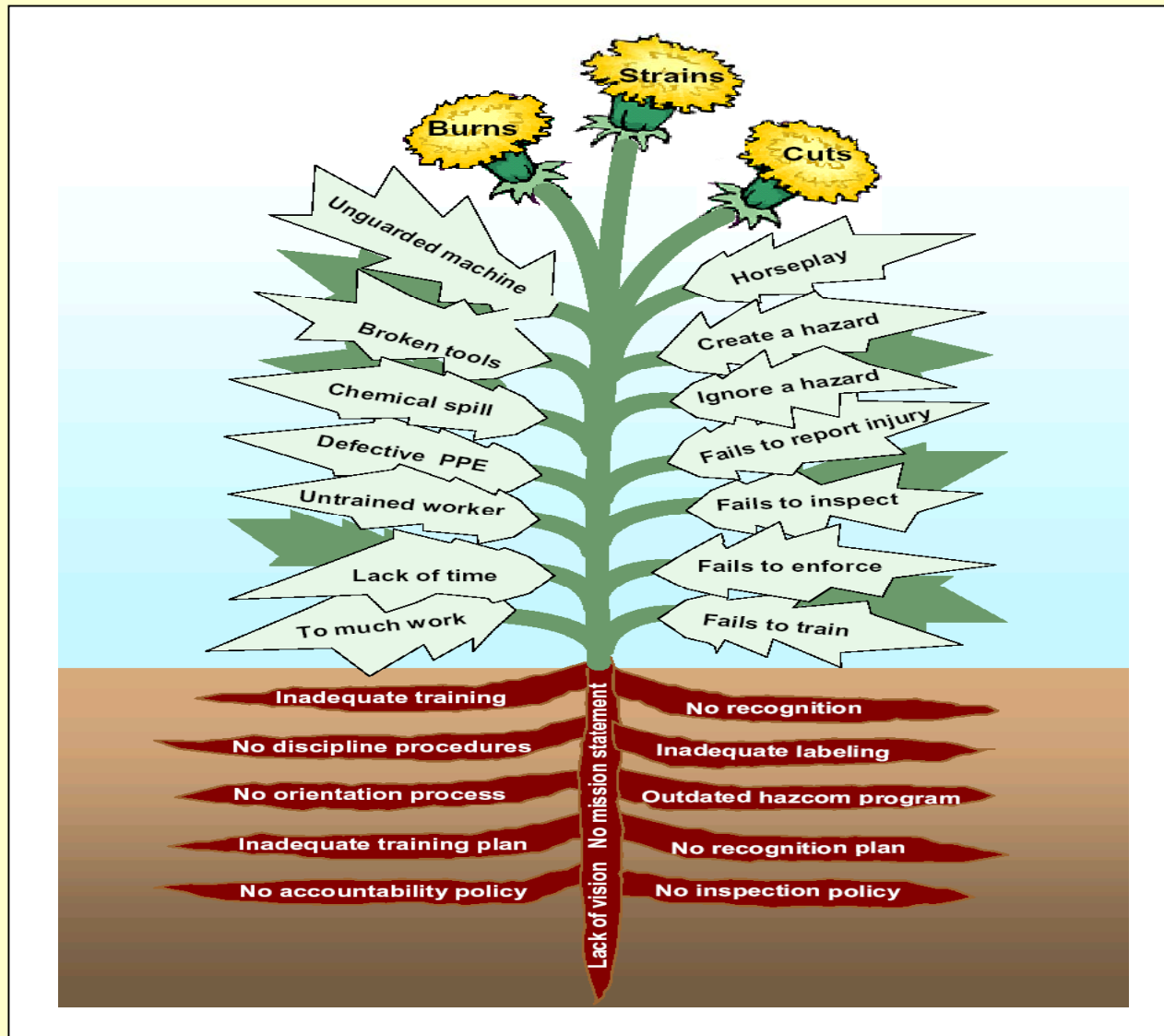
# INVESTIGATING INJURIES & ACCIDENTS

## WHY?

- \* Why did the incident occur?
- \* Why did the cause go uncorrected?
- \* Why did the condition exist in the first place?
- \* Why did the person(s) involved choose that particular option?



# LOOK FOR THE ROOT CAUSES



# CHALLENGE FOR MAY 2005

**“0” INJURIES / “0” ACCIDENTS**

